

**Dodge County, State of Wisconsin  
Information Technology  
Tuesday, November 10, 2015**

Minutes of the Tuesday, November 10, 2015 Information Technology meeting held in the Dodge County Administration Building, in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak Street, Juneau, WI at 7:00 AM.

Members Present: Maly, M. Bobholz, Duchac, J. Bobholz, Houchin

Members Excused: None

Also Present: Ruth M. Otto, Director of Information Technology; James Mielke, County Administrator; Chief Deputy Scott Smith.

Meeting called to order at 5:45 PM by Supervisor Maly.

Supervisor Maly acknowledges that sufficient members of the Information Technology Committee are present and therefore there is a quorum at start of meeting.

Supervisor Maly confirms compliance with open meetings law following brief posting report by IT Director.

Motion by J. Bobholz, seconded by M. Bobholz, to approve Information Technology Committee agenda as presented and to grant permission for IT Committee Chair to deviate from agenda as needed. Motion carried.

No Public Comments or Committee Member reports.

Motion by Duchac, seconded by M. Bobholz to approve minutes from Wednesday, October 21, 2015 of the Information Technology Committee meeting. Motion carried. Houchin abstained.

Discussion was had on a policy for handling data from terminated employees for consistency. When an employee leaves Dodge County there is currently no policy spelling out how to handle email and shares of those employees – how long they should be kept or where they should go. The Committee directed this question to be brought before Management Council and get the Department Heads opinion on the subject. Duchac suggested considering keeping an email address active 3 to 6 months with perhaps a message on their status for bounce back to the sender. Otto will take this to Management Council for discussion and return to the Committee next month.

Discussion was had on the approval of the Video Surveillance Storage for the Dodge County Detention and Justice Facilities. This storage will handle the 120 day storage requirements for all 306 cameras in both buildings. Motion was by J. Bobholz, seconded by Houchin to approve the resolution. Motion carried.

Discussion was had on the Secured Electronics Replacement project for the Dodge County Detention and Justice Facilities. This project replaces technology that was installed in 2000. It replaces systems that are no longer supported and hardware that is no longer purchasable. Motion was by J. Bobholz, seconded by M. Bobholz to approve the resolution. Motion carried.

Under the IT Director's report the following were summarized and reviewed:

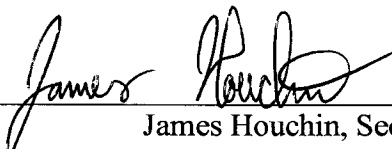
- New World – A letter of understanding was agreed upon and payment was made for maintenance for 2015 with reductions as agreed. The next discussion is data conversion clean up.
- Kronos project – The Advanced Scheduler change for the Sheriff's Office has begun. A refund is anticipated for the Telestaff product. Talent Acquisition is being actively worked with the goal to go live by the end of the year. Performance and Compensation will begin early next year.
- The Financial Suite (ERP) status – The decision was made that Tyler Technologies is our ERP vendor due to its capabilities to support all departments of the County and the other vendor, BS&A, cannot. Consulting services is also being considered from GFOA. It is anticipated the proposal will be before the committee next month for discussion.
- NetSmart status – progress is being made on the system. Human Services is working hard to assemble information and be ready for an onsite meeting with NetSmart later in the month.

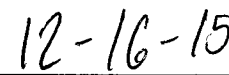
Consideration for Action:

- Recommended to approve payment of maintenance agreement for Kronos (Hardware and Software) in the amount of \$65,816.93. This is a 2016 budget item #70 (BU 1814.5249) for \$75,000. Motion by Duchac, seconded by J. Bobholz. Motion carried.

Suggested next committee meeting date: Wednesday, December 16th at 5:45 PM in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Meeting adjourned by Chair Donna Maly at 8:00 AM.

  
James Houchin, Secretary

  
Date